

COUNTY OF LOS ANGELES



POLICY • PLANNING • PRACTICE

Sarah Soriano, Chair
Debra Colman, Vice Chair

Date: March 2, 2016

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To: Interested Persons

From: Sarah M. Soriano, Chair
Nellie Ríos-Parra and Ancelma Sanchez, Co-chairs of the
Governance Work Group

MEMBERSHIP RECRUITMENT FOR LOS ANGELES COUNTY CHILD CARE PLANNING COMMITTEE – 2016-17

The mission of the Child Care Planning Committee (Planning Committee) is to engage parents, child care providers, allied organizations, community-based organizations, and public agencies in collaborative planning efforts to improve the overall child care and development infrastructure in Los Angeles County, including the quality and continuity, affordability, and accessibility for all families. It serves as the County's Local Planning Council with mandates established by State legislation, including assessing local needs and conducting a county-wide strategic plan for child care and development.

The Planning Committee is now recruiting members for Fiscal Year (FY) 2016-17 and hopes that you will take the time to complete and submit the attached application. **Applications are due by Wednesday, April 27, 2016.** In addition to meeting the required categories for membership described in Section B of the application, the Planning Committee is committed to ensuring that the geographic, ethnic and cultural diversity of our County is reflected in the overall membership.

The Planning Committee's Governance Work Group reviews all applications and makes recommendations to the full membership. Upon adoption, the Planning Committee forwards the recommended membership slate to the County of Los Angeles Board of Supervisors and the Los Angeles County Superintendent of Schools for final approval.



Letter Interested Persons

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We encourage applicants to carefully assess both your ability to participate in Planning Committee activities and commitment to the Mission Statement. Regular participation in the monthly meetings and in at least one Work Group is required of all members. The Planning Committee's focus for FY 2016-17 is ongoing implementation of the Strategic Plan for Child Care and Development for the County of Los Angeles – 2013-18 and completing the needs assessment comparing the supply against the demand. It is very important that every member be a working member. **CURRENT MEMBERS MUST RESUBMIT AN APPLICATION EACH YEAR.**

Additional information about the Planning Committee, including its work products, is available at the Office of Child Care website at www.childcare.lacounty.gov; click on "About Us" to locate the link to the "Child Care Planning Committee". Please feel free to contact Ancelma Sanchez by e-mail at selmas@cdcla.org or by telephone at (213) 224-1240 x20, Nellie Ríos-Parra by e-mail at nellie_rios@lennox.k12.ca.us or by telephone at (310) 680-3500 or Michele Sartell by e-mail at msartell@ceo.lacounty.gov at (213) 974-5187 if you have questions. All Planning Committee and Work Group meetings are open to the public. Your participation regardless of membership is welcome.

**Membership Application – 2016-17****Section A. Applicant Information**

Applicant Name:			
Organization/Program Name:			
Mailing Address:			
Telephone Number:		E-mail Address:	

Section B. Categories of Membership

Twenty percent of Child Care Planning Committee (Planning Committee) members must represent each of the following categories: child care consumer, child care provider, community representative, public agency, and discretionary. **Place a check mark next to all of the categories that apply to you and provide the information requested.**

- ☐ **Child Care Consumer*** – currently use child care or have used it within the past 36 months for a child from birth to 12 years old.
- ☐ **Child Care Provider** – check the type of care you provide:
- ☐ Licensed family child care
 - ☐ Licensed center contracted by the California Department of Education (CDE)
 - ☐ Licensed center, not contracted by the CDE
 - ☐ License-exempt child care
- ☐ **Community Representative** – excluding agencies that contract with the CDE to provide child care and development services
- ☐ **Public Agency** – including City, County, State and local education agencies
- ☐ **Discretionary/Other**

Section C. Member Responsibilities

Members are expected to attend up to ten monthly meetings and an annual orientation and/or retreat. Regular meetings are usually held the first Wednesday of the month from 12:00 p.m. to 2:00 p.m. unless otherwise indicated from September through June. **Each member is required to participate in at least one Work Group.** Indicate the Work Group in which you are most likely to participate:

- ☐ **Access/Inclusion** – informs geographic priority setting for State funding, reviews data related to the Needs Assessment for child care and development and reviews requests for changes in service priorities. In addition, promotes the inclusion of children at risk for or with disabilities and other special needs in typical child care and development programs and encourages the coordination of services.

* A **Child Care Consumer** may be a biological parent, adoptive parent, legal guardian or other person serving as the child's primary caregiver, such as a relative or foster parent, in absence of the parent.

- ☐ **Joint Committee on Legislation** – reviews, prioritizes and makes recommendations to the Planning Committee and the Policy Roundtable for Child Care and Development on legislative and administrative policy issues relating to child care and development.
- ☐ **Governance** – develops annual membership slate, reviews and revises Planning Committee policies and procedures, participates in annual self-review and implements aspects of the Strategic Plan related to the Planning Council Role.
- ☐ **Quality** – creates plans to implement the Strategic Plan in areas related to enhancing the quality of child care and development services available to all families, including informing the development and implementation of a unified quality rating and improvement system.
- ☐ **Workforce** – develops plans to implement the Workforce area of the Strategic Plan and serves as an advisory to the Investing in Early Educators Stipend Program.

Section D. Alternate

Each member must appoint an Alternate from the same membership category to take the member's place in your absence. Designate your alternate by name and provide their contact information.

Alternate's Name:			
Organization/Program Name:			
Mailing Address:			
Telephone Number:		E-mail Address:	

Membership Category – check all that apply to your proposed alternate:

- ☐ child care consumer, ☐ child care provider, ☐ community representative, ☐ public agency and/or ☐ discretionary

Section E. Additional Background Information *(If prefer, attach your resume.)*

Describe all relevant professional and community organizations in which you are currently involved (i.e. Boards, Commissions, etc.) _____

Completed applications may be sent by U.S. mail, e-mail or facsimile by **Wednesday, April 27, 2016** to:

Attention: Child Care Planning Committee
 Office of Child Care
 Service Integration Branch/Chief Executive Office
 County of Los Angeles
 222 South Hill Street, 5th Floor
 Los Angeles, CA 90012
 E-mail: msartell@ceo.lacounty.gov
 Facsimile: (213) 217-5106

<i>For internal use only:</i>	
Service Planning Area (SPA)	
Supervisory District	



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